



CAPITAL IMPROVEMENT PROGRAM COMMITTEE

Gallatin County, Montana

April 23, 2008

County Commissioners
311 W. Main, Room 306
Bozeman, MT 59715

RE: FY 2009 CIP Recommendations

Dear Sirs,

The Capital Improvement Program Committee submits this letter as a summary of our activities in the past 12 months and a recommendation of short-term and near-term goals.

Last year, the CIP Committee had the following recommendations:

Priority #1 – Construction of a new 911 Emergency Communications Center.

Priority #2 – Incomplete Projects: We encouraged the Commission to complete the Road and Bridge Complex project in addition to the 911 Facility and Courthouse Annex Project. Two new projects, which did not have thorough financial review also rated very high due to their apparent health and safety concerns – the morgue facility and air quality issues in the Law & Justice Center (specifically the Clerk of District Court's Office).

Priority #3 – Ranked projects.

Long term projects: The estimated cost of requested projects exceeded \$56 million (excluding the I90 Interchange project). More than 90% of that total is related to construction of a new Law & Justice Center, sheriff/police center, Detention Center and 911 Center. The CIP Committee continued to recommend a site plan be developed for the L&J property. The Committee strongly recommended that the Commission consider the DNRC/Mandeville property for location of a new jail and future L&J campus complex.

We are pleased to report that many of these projects in our first two priorities have been achieved or are in the process of being completed. The Road and Bridge Complex and Courthouse Annex projects are nearing completion, the Fairgrounds has made many improvements to both the internal functions of the Fairgrounds (i.e. electrical) and to the overall look of the area such as the exteriors of Exhibit Buildings 1, 2 and 3. Great strides have also been made on the flooring issues at the Law and Justice Center as well as the roofing issues at both the L&J and Courthouse should be completed soon.

Our committee would like to express its sincere appreciation for the leadership and expertise offered by Larry Watson and Ed Blackman in shepherding these projects through the design, review and construction stages.

Following are some significant activities by the CIP Committee in the past year:

1. Improved on the applications and submittal process for FY 2009 applications

2. Worked extensively with the Detention Center Task Force on location for a justice campus and new detention center.
3. Conducted Facility Conditioning Index on the Courthouse, Fairgrounds, and Judge Guenther Memorial Center.
4. Continued extensive work on and revisions to the 5-Year CIP Master Plan, with adoption thereof by the County Commission on February 6, 2008.

For the upcoming county fiscal year, the CIP Committee again asked for, and conducted, a thorough review of projects by department. Each project was reviewed and assigned a grade. A sliding scale allowed for extra points for areas deemed more important by the Committee (ex. safety had a possible 9 points while community benefit could garner only 3). The grading is based on 6 criteria:

1. Annual recurring costs
2. community benefit
3. improvement of environment
4. implication of deferment
5. commission goals
6. safety

The matrix of scoring is an appendix to this transmittal letter. One of the most surprising aspects of this year's recommendation may be in our top four recommendations. The Committee not only reviewed requests, but also discussed projects that are currently underway. A new Law and Justice Center "Courthouse" ranked as our top priority for FY 2009. There were also three submittals by the Justice Court division which we determined should be deferred and addressed through the overall master planning effort of the L&J site. Our second priority according to our ranking is for a generator for the Courthouse. Maintaining the ability for the Courthouse and other County facilities to remain functioning in an emergency or power outage seems of high importance to us. Our third and fourth ranked priorities are for exhibit building restrooms and engineering planning for drainage and construction at the Fairgrounds. Both of these items are crucial to future revenue generation and furthering of the Fairgrounds master planning efforts.

With our submittal of this prioritized capital project list, we also bring forward discussion points for the commissioners to consider:

- **The concept of coordination.** The CIP Committee is concerned that much of the development activities underway greatly influence where and when the capital projects need to occur. We strongly suggest a process with the Planning Department or Planning Board that includes the CIP committee. **This comment is being carried over from our FY 2008 recommendations, as we continue to feel this is a vital aspect of our effectiveness in the future.
- **Professional services.** On several occasions the CIP has requested that there be due diligence done on a project. The Facilities Conditioning Index is an example of a program that the CIP Committee can use as a tool to help with needed repairs. However, the Gallatin Valley's robust economy has prohibited the county from contracting with architects and engineers for Preliminary Architectural Reports and Preliminary Engineering Reports (PAR and PER). The CIP Committee is recommending that the County Commissioners enter a contract with local architectural and engineering firms so that the required work is done in a timely manner. **This comment is being carried over from our FY 2008 recommendations, as we continue to feel this is a vital aspect of our effectiveness in the future.

- **What's not in our report.** While we have been working on these recommendations, we have recently acknowledged that there are other major issues ahead – roads, water and sewer districts, parks and open space plans. We will continue to work on our efforts to include these projects, and ask that the departments mentioned do likewise.

Finally, we continue to be concerned with the amount of money that the County must expend on facilities that are outdated and in dire need of replacement while waiting for replacement. The longer these projects lie in wait, the higher the cost to be borne by the taxpayers of Gallatin County.

Capital Improvement Program Committee Members

David Smith, Chair
Signing for Committee
[Member Dale Beland Opposed]